

**Department of Parks and Recreation
City and County of Honolulu**

**SELF-EVALUATION OF PROGRAMS AND SERVICES
FOR COMPLIANCE WITH TITLE II OF THE
AMERICANS WITH DISABILITIES ACT**

June 2000

Executive Summary

The Self-Evaluation of Programs and Services of the Department of Parks and Recreation, City and County of Honolulu, was undertaken to complement and expand upon previous assessments completed between 1992 and 1997. Its purpose is to identify programs, benefits, and services of the Department that do not comply with Title II of the Americans with Disabilities Act, and to recommend corrective action to bring about compliance.

Section 1 details the purpose, background and scope of the self-evaluation; and Section 2 describes the process undertaken and organization of the report. The self-evaluation includes assessments of City ordinances, Department rules and regulations, programs, and employment practices. Section 6 consists of a general practices assessment of each Department division with recommended actions. This was accomplished primarily through a survey questionnaire distributed throughout the various administrative and operating sections of the Department, with follow-up interviews for clarification. Review and input from the Department's Access Advisory Council was also solicited, and a summary of recommendations and timeline recaps the findings.

The Department's policies and programs exist within the framework of the City and County of Honolulu's overall policies. Therefore, the City's non-discrimination policy and grievance procedure serve as the Department's. In addition, the Department has crafted its own non-discrimination statement and an internal structure for ensuring ongoing compliance. The Department's ADA Coordinator chairs an ADA committee made up of division representatives and is the liaison to the Department's Access Advisory Council.

For the most part, the self-evaluation found that improvements are necessary in the ways the department communicates its programs and services to persons with disabilities. In almost all programs and services, alternate formats are recommended for communicating information. The most fundamental improvement the department can make in this area is to develop a basic guideline/resource for all staff along with appropriate training.

Follow-up on specific recommended actions is the responsibility of the respective Department divisions. An active departmental ADA committee is essential for continued focus on access to programs and services and compliance with Title II of the Americans with Disabilities Act.